



Joint Force Headquarters Indiana Army National Guard Vacancy Announcement



INARNG NATIONWIDE Open Announcement

Human Resources Office 2002 South Holt Road Indianapolis, IN 46241-4839		Announcement No.	Date Issued		Closing Date
		15-001-A	10 November 2014		24 November 2014
Commercial Phone	DSN Phone	Salary Range		Component	Grade
(317) 247-3300 ext 73390	369-3390	AGR Only		Indiana Army National Guard	CSM
Permanent Change of Station (PCS): PCS funds <input checked="" type="checkbox"/> ARE <input type="checkbox"/> ARE NOT available					Unit of Assignment & Location
Position Title		Type of Appointment			
Garrison Command Sergeant Major		<input checked="" type="checkbox"/> Military Duty Tour (AGR), Title 32, U.S.C., Sec 502(f) -		Camp Atterbury Edinburgh, IN 46124	
Announcement Open to: Nationwide					
<input checked="" type="checkbox"/> Enlisted Only <input checked="" type="checkbox"/> Open to Female Soldiers. <input checked="" type="checkbox"/> Open to current on-board Active Guard Reserve (AGR) members of the Indiana Army National Guard. <input checked="" type="checkbox"/> Open to those <u>eligible to become Active Guard Reserve</u> (AGR) within the Indiana Army National Guard.					
Military Grade Requirements:		Minimum Grade:	SGM	Maximum Grade:	CSM
Compatible Military Assignment: Duty MOS for this position is 00F60 (MOS IMMATERIAL)					
Following Conditions apply: Serves as the Senior Enlisted Advisor to the Garrison Commander for all enlisted matters. Responsible for authoring and approving administrative and operational policies and procedures. Must be able to provide training, validation, and certification for Soldiers/ units identified for deployments to theatres of operations for ongoing Enduring Freedom missions. Advises/ accompanies Post Commander/ Staff on Soldier care, inspections, ceremonies, command policies, military customs and courtesy. Serves as a liaison between Title 10 and Title 32 tenant components on the installation. Conducts Senior NCO meetings and supports farewell ceremonies. Focuses on progression of business, development of full time manning and collaboration for National Guard Bureau-level events held within the state of Indiana. Must be able to coordinate internally with federal, state and tenant personnel for all events on Camp Atterbury.					
Conditions of Employment (AGR position): General Requirements: <input checked="" type="checkbox"/> Must be able to obtain a 20 year Active Duty retirement prior to RCP or age 60. <input checked="" type="checkbox"/> Must be able to obtain 20 years AFS or NO MORE THAN 17 AFS at the end of tour. <input checked="" type="checkbox"/> One time occasional tour and will NOT exceed 3 years. <input checked="" type="checkbox"/> Applicants must meet requirements of Chapter 3 medical retention standards per NGR 600-5, AR 40-501 and AR 135-18. <input checked="" type="checkbox"/> Continuation in the AGR program is based on satisfactory job performance, medical qualifications, and approval of TAG.					

THE INDIANA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER. ALL APPLICANTS WILL BE GIVEN CONSIDERATION WITHOUT REGARD TO COLOR, RACE, RELIGION, NATIONAL ORIGIN, GENDER, AGE OR ANY OTHER NON-MERIT FACTOR.

- ☒ Once selected, members must maintain qualifications for mobilization and attend all Unit Training Assemblies (UTA), exercises, and periods of annual training.
- ☒ If selected, a criminal history check will be conducted. Results of this investigation may cause personnel not to be hired.
- ☒ **Medical/Physical:** Applicants must meet any medical standards or physical requirements designated for the position.
- ☒ **Security Clearance:** Selectee must have or be eligible to obtain a SECRET security clearance.
- ☒ **Direct Deposit/Electronic Fund Transfer Program:** Selectee is required to participate as a condition of employment.
- ☒ **Vice:** CSM Bishop

APPLICATIONS AND SELECTION PROCEDURES:

INCOMPLETE APPLICATION PACKETS WILL NOT BE CONSIDERED.

Applicants, as a minimum will submit the following:

- ☐ **DA Form 4187** must be completed and signed. (On Board AGR Only)
- ☐ **Memo** with contact info. (Include additional email addresses and alternate phone numbers with extensions).
- ☐ Hard copy or emailed digital DA photo.
- ☐ Copies of NCO evaluation reports for the **last 10 years**. If a Soldier is missing rated time, a memorandum for record (MFR) must address the reasons for non-rated time.
- ☐ Copy of **ERB**. (Complete w/ASVAB scores).
- ☐ Medical Protection System (**MEDPROS**) printout (Current printout within 30 days)
- ☐ Applicant must furnish a copy of his/her current **Temporary/Permanent Profile** (if applicable).
- ☐ Copy of current **DA Form 705** (APFT Scorecard completed w/ht and wt) with last **2 Record APFT**. Test must be within 9 months for AGR personnel or twelve months for traditional Soldiers.
- ☐ A current **height/weight statement** from **Commander** that verifies your height/weight.
- ☐ If you exceed the MAW, you **must** submit a **DA Form 5500/5501-R**, Body Fat Content Worksheet
- ☐ Applicant's Letter of interest to the President of the interview board

IN ACCORDANCE WITH AR 135-18, APPLICANTS MUST POSSESS THE QUALIFICATIONS PRESCRIBED IN TABLE 2-1, NOT BE DISQUALIFIED UNDER TABLES 2-2 OR 2-3 AND MEET ANY ADDITIONAL REQUIREMENTS IMPOSED BY THE INARNG.

DO NOT FORGET TO KEEP A COPY OF YOUR APPLICATION.

- ☒ Applications must be delivered, emailed, or mailed to the Joint Forces Headquarters of Indiana Human Resources Office and must be received no later than **1600 est. hours on the closing date of this announcement**. **DO NOT CALL HR in regards to board times/dates. HR will notify you if you are selected.** Mailing address: Joint Forces Headquarters of Indiana, ATTN: Human Resources Office, AGR Branch, 2002 South Holt Road, Indianapolis, IN 46241-4839 , Email: nq.in.inarng.mbx.mdihrweb@mail.mil
Original signature will be required for EMAILED copies at the time of the interview. **If emailed submit all documents combined into ONE attachment.**

Coordinating Official: SCSM James Gordon at 317-247-3280, james.r.gordon24.mil@mail.mil

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